



November 28, 2018

Ms. Tamara Letourneau
Acting City Manager/Assistant City Manager
City of Costa Mesa
77 Fair Drive
Costa Mesa, CA 92626

Dear Tammy –

As we discussed today, I would be willing and happy to assist you and the Costa Mesa City Council in navigating through the upcoming days as you all work on some important issues, such as transitioning to a seven-member Council with a directly-elected mayor, as well as helping orient folks to the Council-Manager form of government. If needed, I would be pleased to help a recruiting firm, you, the Council, and the HR function in the upcoming recruitment to replace Tom Hatch as city manager.

I would do so on a part-time, as-needed basis and within my role as interim Executive Director of the Association of California Cities – Orange County. Costa Mesa is a longtime member of the ACC-OC, and I am happy to provide this assistance as a part of that membership. My work at ACC-OC will continue, and there will be times that I will have to navigate my calendar creatively to keep all of my bosses happy and priorities in line. One key issue on my plate affects Costa Mesa and the ACC-OC community similarly – that being successfully establishing the Orange County Housing Finance Trust.

In this relationship with Costa Mesa, I would work closely with you in your role as Acting City Manager – I would not be the Acting or Interim City Manager in any way. Hopefully I can effectively assist in the tasks at hand respectful of that role. Having worked for over fifty (I think) city council members in my time (since 1998) in Newport Beach, and having participated in multiple orientations and dozens of recruitments, I hope to meet Costa Mesa's expectations as a true helper in this regard.

I do this in part because former city managers can't help but care deeply about their neighborhoods and the success of our municipal governments, having met Council members, known Tom and your staff, and knowing my current colleagues like you in the city management world. This is an important time for Costa Mesa, and if I have a bit of capacity to help out, I am excited to do so.

Sincerely,

Dave Kiff